



**FIRE ALARM ISOLATION PERMIT**

**Permit No:**

*This form may take you 5 minutes to fill in.*

*(To be filled by AES Division)*

**PART 1 : To be filled by Applicant**

<b>Full Name:</b>	<b>Office Mobile Contact No:</b>
<b>Designation:</b>	<b>Email Address:</b>
<b>Name &amp; Address of Company:</b>	
<b>Type of System Isolation (Please Circle)</b> Smoke Detector / Heat Detector / Beam - Type Smoke Detector / Fire Sprinkler / Total Gas Flooding System / Fire Hosereel / Manual Call Point / Kitchen Fire Suppression System / Fire Alarm Panel / Others - State system type: _____	
<b>Isolation Area: (Please Circle)</b>	<b>AOM/ FM Work Permit No:</b>
T1/ T2/ T3/ T4/ Ancillary Bldg/ Others - Please specify:	
<b>Purpose for Isolation/ Scope and detail of work:</b>	
<b>Location (Unit No/ Grid Lines):</b>	
<b>Date of Isolation:</b>	<b>Duration:</b> From _____ hrs To _____ hrs

a) To be submitted at least 3 working days before works.

b) No extension of isolation is allowed unless approval from CAAS/CAG project officer, and AES has been obtained.

**PART 2: Compulsory**

<b>Project Officer (CAAS/CAG Project Only)</b>	
<b>Full Name/ Div/ Designation</b>	<b>Office Mobile No:</b>
<b>Signature and Date:</b>	

<b>Joint Site Inspection (Contractor and Building Maintenance Officer)</b>	
<b>Date &amp; Time of Joint Site Inspection:</b>	<b>Fire Alarm Panel:</b>
	<b>Affected Zone/ ACV:</b>
<b>Name of Building Maintenance Contractor:</b>	<b>Name of Contractor :</b>
	<b>Emergency Mobile Contact No :</b>
<b>Signature &amp; Date</b>	<b>Signature &amp; Date</b>

**In case of fire, Please call Airport Emergency Service at 65412525**

**CAG Fire Safety Requirement/ Rules and Regulations**

1	No concurrent Isolation of Fire Detection and Protection System within individual work area.
2	All application for isolation permit shall come with location layout plan and approved fire protection plan by QP, if applicable.
3	For hot work, no concurrent isolation of Fire Detection and Protection System within individual work area unless permission is granted by AES.
4	To contact Fire Station 1 (65412526) before commencement and after completion of work. Approved isolation permit shall be prominently displayed at the entrance of the work area.
5	No extension of isolation is allowed unless approval from CAAS/CAG project officer, and AES has been obtained.
6	Main contractor shall brief all sub-contractors on CAG fire safety requirements. Main contractor shall be held responsible for any non-compliance to the CAG fire safety requirement at the work area.

**Confirmation & Agreement:**

This is to certify that:

1. The isolation is required by us and the location where the isolation of building protection system is to be carried out; and
2. The fire safety regulations, directions and requirements stipulated above are complied with and the isolation carried out in accordance with the current CAG Fire Safety Manual, Singapore Standard CP52, Code of Practice for Automatic Fire Sprinkler System and Singapore Standard SS 645, Code of Practice for Installation and Servicing of Electrical Fire Alarm System.

I/We accept any stop work order(s) and/or an AES service charge (as per schedule of rates in fire safety manual) which may be issued to us by AES for any violation, fire outbreak or false fire alarm activation due to negligence or ignorance to the above aerodrome fire safety requirements

**Indemnity:**

I/We hereby indemnify and hold harmless the Changi Airport Group (Singapore) Pte. Ltd., its employees or agents in respect of any liability, loss, claims or proceedings whatsoever arising under any statute or common law in respect of personal injury (including death) of any person or damage to any property movable or immovable, arising out of or in the course of or by reason of the services performed at my/our request as stated herein.

<b>Full Name:</b>	<b>Signature and Date:</b>
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*Signature of representative authorized to sign for and on behalf of the above named company*

**PART 3: Joint Approval**

<b>The above mentioned work is :</b>	<input type="checkbox"/>	Approved	<input type="checkbox"/>	Not Approved	by AES Officer
<b>Remarks:</b>	To comply with ALL AES Requirements, Rules and Regulations				
_____ <i>AES Officer Name &amp; Designation</i>			_____ <i>Signature and Date</i>		
<b>The above mentioned work is :</b>	<input type="checkbox"/>	Approved	<input type="checkbox"/>	Not Approved	by CAAS/CAG Engineer
<b>Remarks:</b>	_____				
_____ <i>CAAS/CAG Engineering Officer Name &amp; Designation</i>			_____ <i>Signature and Date</i>		

**PART 4: To be filled by Requesting Contractor & Respective Building Maintenance Contractor**

a) Requesting contractor shall submit the completed application form to respective Building Maintenance Contractor (BMC) at least one day before isolation date. It is mandatory to sign in and sign out with BMC before and after works to ensure no miscommunication during fire alarm isolation/ normalisation.

b) BMC shall also send photo evidence to the mobile phone of the duty FP officer at 9639 3843 before commencement and after completion of Isolation work.

c) Confirmed isolation/ draining of fire sprinkler has been carried out before commencement of work.

<i>Requesting Contractor Name, Signature and Date</i>	<i>Respective Building Maintenance Contractor Name, Signature and Date</i>